



**EXECUTIVE COMMITTEE**  
**DRAFT MINUTES**

August 10, 2012

11:00 A.M. – 11:45 A.M.

Arizona Developmental Disabilities Planning Council  
1740 West Adams Street, Suite 410  
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on Friday, August 10, 2012, at the ADDPC office, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

<b>Members Present</b>	
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Will Humble, Chairperson Ed Myers, Teleconference Karla Phillips, Teleconference	Tom Uno, Teleconference John Black, Teleconference
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<b>Staff/Guests Present</b>	<b>Members Absent</b>
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Larry Clausen, ADDPC Marcella Crane, ADDPC Lani St. Cyr, ADDPC Michael Leyva, ADDPC Peri Jude Radecic	
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**A. Call to Order**

Vice Chairperson Karla Phillips welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Standing Committee meeting. The meeting was called to order at 11:05 a.m. Will Humble, chairperson, arrived at 11:12 a.m. and assumed leadership of the meeting.

**B. Approval of Meeting Minutes**

The minutes from the July 13, 2012 Executive Committee meeting were reviewed.

- A Motion was made to approve the minutes as written was made by Tom Uno.
- The Motion was seconded by Ed Myers.
- The Motion carried.

**C. “A Day for Special Smiles” Project**

This project approved by the Empowerment Through Information Standing Committee (ETISC) was described by Ed Myers, Chairperson of the ETISC, as aligning with recommendations made in the 2011 Adult Oral Health Care Study. The project will support “A Day for Special Smiles” to be held in November 2012 by augmenting resources to be made available to consumers and their caregivers. These include an education program for dentists to provide training on how to support persons with special needs, developing and distributing printed guidebooks listing dental professionals available to provide specialized dentistry to persons with developmental disabilities, and exposing new dentists to special needs dentistry and oral health care to encourage future involvement.

- A Motion was made by Ed Myers to approve funding for “A Day for Special Smiles” in the amount of \$21,172.
- Will Humble seconded the Motion.
- The Motion carried.

**D. “Project Vote”**

Ed Myers introduced the next project recommended by the ETISC. Project Vote has been previously fund by the ADDPC, and this proposal intends to expand activity to fully involve and inform self-advocates and concerned others in the process of becoming involved with public policy members. Peri Jude Radecic, Executive Director of the Arizona Center for Disability Law, was present to provide additional details. Ms. Radecic explained that the project will focus on 3 Arizona legislative districts involving the communities of Lake Havasu, Safford and Kykotsmovi. The first activity will involve training of self-advocates, students, group home providers, and disability organizations on how to develop statements and questions to present to legislative candidates. Following these trainings, Arizona state legislative candidate forums will be scheduled in each community/legislative district to facilitate presentation of skills and abilities learned in the educational sessions to be demonstrated by self-advocates and others. Following the events, participants will be surveyed to measure the effectiveness of training in reaching the outcomes of active engagement of Arizona legislative candidates.

- A Motion was made by Tom Uno to approve funding for Project Vote in the amount of \$45,801.
- The Motion was seconded by Karla Phillips.
- Ed Myers recused himself from voting due to a conflict of interest.
- The Motion carried.

**E. “Reducing Seclusion and Restraints Through PBIS” Project**

Larry Clausen presented information on behalf of the ETISC that recommended approval of this project. Larry provided a brief history of Senate Bill 1197 which in 2009 established a task force to evaluate best practices that would serve as alternatives to restraint and seclusion used in some public and charter schools. A nationally recognized and evidence based approach “Positive Behavioral Interventions and Support” (PBIS) , was recommended as an effective practice to all Local Education Agencies (LEA) and charter schools in Arizona. In 2010 the ADDPC conducted a study to determine the degree of implementation across selected LEA/Charter schools in Arizona and developed a number of recommendations. This project reflects the desire to expand PBIS implementation in the state using a structured approach. Year One will (and the focus of this funding proposal) develop an advisory council to begin design of training and instruction to be provided in Year Two of the project including assessment of needs, development of curriculum, completion of an action plan, outreach to specified LEA’s, and identifying 4 school districts/charter schools that will participate in Year Two training. The outcomes for the project are to establish a sustainable program that will exist after ADDPC funding is completed, while successfully assisting LEA’s to adopt PBIS as a recognized school cultural change process to managing student behavior. The final outcome for this project will be the elimination of restraint and seclusion used in LEA’s that participate in training while spreading the use of PBIS as an effective approach to all LEA’s and charter schools in Arizona.

- A Motion was made by John Black to approve \$123,686 to fund the “Reducing Seclusion and Restraint Through PBIS” project.
- The Motion was seconded by Will Humble.
- Ed Myers and Tom Uno recused themselves due to a conflict of interest.
- Karla Phillips abstained from voting.
- The Motion carried.

**F. Sponsorship RFGA Project**

Marcy Crane provided information to the Executive Committee on the 6 Sponsorship Grants that were approved by the ETISC for funding (The Executive Committee in their May 3, 2012 meeting authorized the expenditure of up to \$100,000 on this project and directed the ETISC to approve final selection of recommended grantees without returning to the Executive Committee for authorization). Sponsorship grants are intended to fund workshops, conferences, seminars and other types of events that focus on one or more of the three goals established in the current ADDPC State Plan. The Request for Grant Application (RFGA) process was used to elicit grant applications, with review of submitted applications completed by an independent Evaluation Committee, conforming to State Procurement rules. The six grants submitted were approved by the Evaluation Committee with final approval given by the ETISC on August 10, 2012 and include:

- **Arizona Center for Disability Law:** *Second Annual African-American Conference on Disabilities.*
- **Dads 4 Special Kids:** *Emergency Preparedness education for persons with developmental disabilities and their families.*
- **Native American Disability Law Center:** *Steps to Success Special Education Conference.*
- **Southwest Arizona Area Health Education Center:** *Third Annual Border Conference on Disabilities.*
- **Southwest Autism Research and Resource Center:** *Bully Conference.*
- **Southwest Institute for Families and Children:** *Self-Advocacy Conference.*

Each project was awarded \$10,000 in funding.

#### **G. Executive Committee Structure and Functions**

Karla Phillips discussed her interest in revising the functions of the Executive Committee and the methods currently used to develop and approve projects. Karla noted that:

- The use of the Executive Committee doesn't fully involve the full Council in making key decisions in funding;
- Projects are not linked to strategic planning and tend to be random ideas that are developed and funded.
- The current process doesn't allow the Council to fully carry out its responsibilities as a steward for public funds.

During the discussion, Will Humble pointed out that the use of the Executive Committee for approving funding was an outcome of the 2012 Annual Retreat where Council members requested to move away from the business model of spending entire Council meetings in approving projects, and instead, efficiently use meeting times to obtain updates on funded projects and other programs while having an opportunity to plan strategies. It was agreed by the Executive Committee that this topic item would be placed on the Council Meeting Agenda for the upcoming September 21, 2012 meeting to obtain Council input.

#### **H. Call to the Public** - No members of the public were present.

#### **I. Adjourn**

- A Motion to adjourn was made by John Black
- The Motion was seconded by Tom Uno.
- The Executive Committee meeting adjourned at 12:10 P.M.